

MEETING NOTICE TOWN OF HAMILTON

Town Clerk Date Stamp

Board/Committee Name: Capital Management Committee
Date: Wednesday August 17, 2011
Time of Meeting: 7:30 AM
Location: Wenham Town Hall- 1st Floor-Selectmen's Room
Signature: Traci Masterson

AGENDA

- 7:30 A.M. CMC restructuring**
- Proposal for restructuring (to go to the Aug. 23rd Jt.-BOS meeting)
- Recommendation for Appointments
- 8:15 A.M. PAYT Proposal – Review**
- 8:25 A.M. Set Next Agenda**

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The Open Meeting Law requires that meeting notices list topics the Chair reasonably anticipates will be discussed at a meeting. If the Chair anticipates that the public body will be entering executive session, then the meeting notice should reflect so, list the executive session purpose, and as much information without compromising the reason for the executive session.

NOTE: Per changes to the Open Meeting Law effective 7/1/2010:
Notices and agendas are to be posted 48 hours in advance of the meeting *excluding Saturdays, Sundays, and legal holidays*. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. **If posting close to the 48 hour window, you may want to confirm with Town Clerk that posting has been received in time.**